

APPENDIX C. EXTERNAL STANDARD OPERATING PROCEDURES, MEDICAL MAINTENANCE OPERATIONS DIVISION, TRACY

U.S. Army Medical Material Agency Force Sustainment Directorate Medical
Maintenance Operations Division, Tracy California
External Standing Operating Procedures

MCMR-MMO-SMTR

March 2006

1. Purpose

To provide guidance to units and organizations requesting services from USAMMA's Medical Maintenance Operations Division-California (MCMR-MMO-SMTR) at Defense Distribution Center, Tracy Location, Tracy CA 95304-9150.

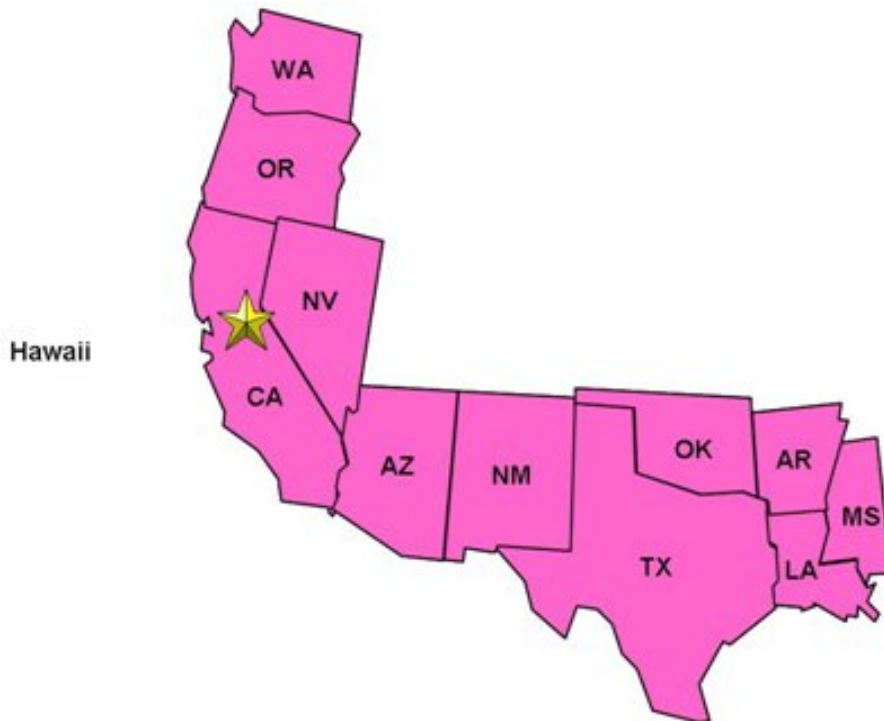
2. Scope

These procedures are applicable to all units and activities requesting support.

3. Mission

The USAMMA Medical Maintenance Operations Division, Tracy, provides depot-level services and functions in support of TOE medical equipment, specializing in x-ray equipment and Special Purpose Test, Measurement, Diagnostic Equipment (TMDE-SP).

3.1. Tracy serves as the regional manager for all your TOE medical maintenance support requirements. However, although we do not support optical and audiometer equipment in-house, we can assist you in coordinating assistance from Tobyhanna if necessary. The map below depicts Tracy's Region.



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Normal duty hours are 0450 to 1520 (PT) daily Monday through Friday, excluding holidays. A telephone recorder is available on (209) 839-4557 or DSN 462-4557 for calls received after duty hours. When leaving messages please speak clearly so your message will be understood. Leave your name, telephone number, and the work order number if available and we will respond the following workday.

POSITION	COMMERCIAL	DSN
Chief	209 839-4556	462-4556
Shop Supervisor	209 839-4560	462-4560
Production Control	209 839-4557	462-4557
Fax	209 839-4563	462-4563
Website	http://www.usamma.army.mil/maintenance/operations_divisions.cfm	

5. Services Provided

5.1. Assistance Visits: On-site assistance visits will be conducted annually by Tracy Division for National Guard supported units within our region. This will be accomplished by division maintenance teams or arranged maintenance support with other maintenance activities in the state. The Chief/Shop Supervisor, Tracy Division, will coordinate scheduling of visits. All other assistance visits to include On-Site technical assistance, training and X-ray acceptance inspection requests will be coordinate through HQ, USAMMA. Please contact the Chief, Medical Maintenance Division prior to submitting any request for assistance. Any unit desiring an on-site assistance visit with the exception of National Guard units will be required to submit a memorandum to:

MCMR-MMO-SM
Mr. Jack Rosarius
Medical Maintenance Operations Division
1423 Sultan Drive, Suite 100
Fort Detrick, Maryland 21702-5001

- 5.2. Depot level services for all TO&E except optical and audiometer equipment.
- 5.3. Telephonic technical assistance.
- 5.4. Repair and Return services all TO&E except optical and audiometer equipment.

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5.5. Calibrate and repair special purpose test, measurement, and diagnostic equipment (TMDE-SP) Listed in table below.

T.M.D.E. Listing for Maintenance			
	Item/ Nomenclature	NSN	Model
T.M.D.E. SP (Special Purpose)	Meter, X-Ray Calibration	6525-01-502-0504	UNFORS 710-L
	Multimeter, Radiographic	6525-01-387-0212	PMX-III
	X-ray Calibration & Verification System	6625-01-312-0894	Victoreen 07/457/472/473
	Gas Flow Analyzer	6515-01-491-6615	VT-Plus/ VT-Plus HF
	Calibrator, Gas Flow	6695-01-255-2855	RT-200
	Anesthetic Gas Analyzer	6630-01-487-6987	Riken 1802D
	Analyzer, NIBP	6515-01-449-1423	Cufflink
	IV Pump Analyzer	6515-01-449-2331	IPT-1
		6515-01-479-2355	IDA-4
	Defibrillator Analyzer	6515-01-499-1420	Impulse 4000
	Tester, Defibrillator	6625-00-433-9063	DT2000A
	Densitometer, SU150/P	6525-01-161-1945	07-423
	Simulator, Medical Function	6625-01-298-3830	215M
		6625-01-286-2741	217A
	Calibrator Generator, ECG	6515-01-049-9449	ECG 100
	Foot Candle Meter	6695-01-303-0294	9-118
	Thermometer, Dig.	6685-01-292-7873	51-II
	Oscilloscope, Digital	6525-01-448-9577	THS720P
	Wattmeter, Ultrasound Therapy	6625-01-504-2654	UW-4
		6625-01-141-7357	UMR3-C
		6625-01-487-6986	UMR 3-D
	Simulator, Pulse Oximeter	6515-01-504-8537	INDEX 2
		6515-01-499-1422	Cardiosat
	Tachometer, Stroboscopic	6680-01-307-6190	1893A
		6680-00-243-9977	1726
	Test Set, Electro-surgical	6515-01-438-2409	454A
		6625-01-042-8213	RF302
	Tester, Current Leakage	6625-01-142-8233	232M
		6625-01-207-8270	232D
	Tester, Ventilator	6515-01-449-1421	Pneuvue 3600i

5.5.1. TMDE-SP Calibrated or Verified at Tracy

If listed as Verify/OEM, Tracy will verify and if within calibration will complete. If item is out of calibration and needs adjustment, the item will be sent to OEM for repair and calibration. If listed as Calibrate/OEM Tracy will make adjustments to bring item within calibration. If unable to bring within tolerance Tracy will send to OEM for repair and calibration.

TMDE-SP Calibrated or Verified at Tracy		
Item/ Nomenclature	Model	Service
Meter X-Ray Calibration	UNFORS 710-L	Verify/OEM
Multimeter Radiographic	PMX-III	Verify/OEM
X-Ray Calibration & Verification System	Victoreen 07/459/472/473	Calibrate
Gas Flow Analyzer	VT-Plus	Verify/OEM
Calibrator Gas Flow	RT-200	Calibrate/OEM

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TMDE-SP Calibrated or Verified at Tracy		
Item/ Nomenclature	Model	Service
Anesthetic Gas Analyzer	Riken 1802D	Verify/OEM
Analyzer NIBP	Cufflink	Calibrate
IV Pump Analyzer	IPT-1 and IDA-4	Calibrate
Defibrillator Analyzer TPA	Impulse 4000	Calibrate
Tester Defibrillator	DT2000A	Calibrate
Densitometer, SU150/P	07-423	Calibrate
Simulator, Medical Function	215M, 217A	Calibrate
Calibrator Generator, ECG	ECG 100	Calibrate
Computer, Laptop	Various	Load Software
Foot Candle Meter	9-118	Calibrate
Thermometer, Digital	51 II	Calibrate
Oscilloscope, Digital	THS720P	Send out to TSC Or OEM 100%
Wattmeter, Ultrasound Therapy	UW-4	Calibrate
Wattmeter, Ultrasound Therapy	UMR 3-C	Calibrate
Wattmeter, Ultrasound Therapy	UMR 4-D	Calibrate
Simulator, Pulse Oximetry	INDEX 2M FE	Calibrate
Simulator, Pulse Oximetry	Cardiosat EF	Calibrate
Tachometer, Stroboscopic	1893A,	Calibrate
Tachometer, Stroboscopic	1726	Calibrate
Test Cassette, X-Ray	07-467	Calibrate
Test set, Electrosurgical	454A and RF302	Calibrate
Tester Current Leakage	232M and 232D	Calibrate
Tester, Ventilator	Pneuvium 36000I	Calibrate

5.5.2 Test Measurement, and Diagnostic Equipment (TMDE)

All field medical unit special purpose TMDE-SP such as defibrillator testers, patient simulators, electro surgical test sets, and x-ray calibration sets are supported with repair and calibration services. To maintain capability when TMDE-SP is turned in for repair or calibration a like item may be exchanged or borrowed, if available.

5.6. Direct Exchange of X-ray Tube Heads

An exchange for x-ray tubes may be requested by calling customer assistance at (209) 839-4560/4556DSN 462-4560/4556 or. A questionnaire will be faxed to your activity to determine the appropriate information for the exchange. Tracy division rebuilds or provides a direct exchange for the following types of x-ray tube heads:

Direct Exchange of X-ray Tube Heads	
National Stock Number (NSN)	Tube Type
6525-00-C95-9590	Pickier PX1300 Series
6525-00-C95-9600	Pickier PX1400 Series
6525-00-C95-9560	Eureka Emerald 125 Series
6525-00-C95-9550	Eureka Sapphire 150 th Series
6525-00-C95-9570	Eureka Diamond 150 th Series
6525-00-C95-9785	Philips ROT 350-10
6525-00-C95-9630	G.E. Maxiray 75
6525-00-C95-9640	G.E. Maxiray 100
6525-00-C95-9640	G.E. Maxiray 100 Flouro
6525-01-328-3430	Dynarad/Port-A-Ray 1200

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6. Requesting Services

6.1. Prior to sending any nonstandard medical equipment, call DSN 462-4557 to ensure that the items can be supported at this division.

6.2. When shipping equipment for repair or service, please use the following address:

Medical Maintenance Operations Division
USAMMA, Building T-255
25600 South Chrisman Road
Tracy, CA 95304-9150 DODAAC: W62SEV

6.3. All units, organizations, facilities or agencies other than Active Army (P84 and medical P1 funded) are required to reimburse USAMMA for all services. Army National Guard and U.S. Army Reserve units are not required to submit fund citations as their respective headquarters provide funds on an annual basis to cover their medical equipment. Funding documentation from other reimbursable customers must include the following:

* Document number to include owning DODAAC or UIC, and address
* Funding citation
* Authorized funding (amount authorized for service)
* Point of contact and telephone number
* Nomenclature of item
* National stock number, management control number, or non-standard number
* Quantity of items to include serial numbers
* Any accessories, maintenance manuals, or other materiel which may be required to perform services on the equipment
* Identification of all accessories

6.4. Questions concerning funding or fund citations may be answered by calling DSN 462-4557 or commercial 209 839-4557.

6.5. All customers may request maintenance services on their medical equipment by submitting either a DA Form 2407 (or the automated equivalent) or DD Form 1348-1, Shipping Document. TMDE-SP equipment must include DA7372, POC and a return address.

6.6. All equipment that has reusable containers will be shipped in those containers. If equipment does not have reusable container equipment will be packed so that no further damage can occur.

6.7. Place a copy of the document being used as the maintenance request inside the shipping container with the equipment. The transportation personnel or the commercial carrier often removes documents placed on the outside of the container.

6.8. Accessories and maintenance manuals must be sent with the equipment to prevent delays in the repair or service. All accessories or materials sent with the equipment shall be indicated in the remarks section of the DA Form 2407 and DD Form 1348-1 or by other documentation.

6.9. The Maintenance Expenditure Limit (MEL) shall be included in the remarks section of either the DA Form 2407 or DD Form 1348-1. Failure to include the MEL will result in delay of repairs.

6.10. When Active Army units submit equipment to the MSD-Tracy that belongs to another unit, the owning unit, address, UIC, and DODAAC will be given in the remarks section of either

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the DA Form 2407 or DD Form 1348-1. Unless otherwise specified, after repairs are completed the equipment will be returned to the owning unit.

6.11. Equipment items not listed in 5. Services or on the USAMMA Maintenance website should not be sent without prior coordination.

6.12. The USAMMA Medical Maintenance Operations Division-California (MSD-Tracy) is not responsible for billing reimbursable customers. For questions concerning billing call USAMMA's Resources Management Division at DSN 343-2111 or commercial 301-619-2111.

6.13. Any questions regarding MSD-Tracy's services, work order status, complaints, technical assistance or general information may be answered by calling DSN 462-4557/4556/4560 or commercial 209 839-4557/4556/4560. Please have the serial number of equipment item and work order number available when you call.

7. Direct Exchange of X-ray Tube Heads

An exchange for x-ray tubes may be requested by calling customer assistance at DSN 462-4560/4556 or commercial (209) 839-4560/4556. A questionnaire will be faxed to your activity to determine the appropriate information for the exchange.

8. Medical Standby Equipment Program

The USAMMA MSD-Tracy provides a Medical Standby Equipment Program (MEDSTEP) for selected x-ray equipment. A list of the MEDSTEP assets available at the MMOD-CA is published periodically in the SB 8-75 Series Bulletins. MEDSTEP assets may only be utilized to provide serviceable temporary replacement for equipment being serviced at the MSD-Tracy. The USAMMA Maintenance Operations Division must approve exceptions. Exceptions may be requested telephonically by calling 301-619-4365 or DSN 343-4365. Once the owners original equipment is received back, the MEDSTEP item, to include all accessories, must be returned to the MMOD-CA. Reimbursable customers that use MEDSTEP must provide funds as necessary to restore the MEDSTEP item back to serviceable condition.

9. Cannibalization Point

The USAMMA MSD-Tracy maintains unserviceable assets of selected medical equipment for cannibalization. Authorized customers may request parts from Cannibalization for mission critical medical equipment when parts are not available from any other source.

Chief, Medical Maintenance
Operations Division
USAMMA